

December 1978

NOTE FOR THE RECORD

SUBJECT: MINUTES OF MARKINGS TASK FORCE - 13 December 1978

ATTENDEES:

STAT

--

Agenda Item 1--What gets transmitted of CADL - Several offices have expressed concern over transmitting the employee numbers of classifiers with the message of cables. In the past the employee number of the classifier was indicated on the Headquarters holdback copy only and was not transmitted in the message. The DDO representative stated that the entire CADL should be transmitted.

Agenda Item 2--Waivers - The Chairman received an additional waiver request from NFAC for the NID. This request, along with the others approved for forwarding to ISOO, will be written up for submission to ISOO. NFAC was requested to furnish the Chairman with a stronger justification for the waiver request concerning NFAC short deadline papers. The DDA representative discussed the problem with marking budget data and felt that a waiver was not necessary. There is no problem marking the narrative portions of a budget paper, and individual pages containing cost figures could be considered as portions of the entire document.

Agenda Item 3--Codeword and dissemination controls in portion marking - As of this meeting nobody knew what the policy was concerning portion marking codeword and dissemination controls. The draft DCID 1/7 indicates that dissemination controls will be portion marked. The offices responsible for the three SCI programs are preparing separate guidelines with no coordination between them. It was mentioned that during the next six months these programs will be studied very carefully and major changes may occur as a result of the study. At that time we may expect complete guidance regarding this information. In the meantime, the minimum that is required is that the classification be indicated for each portion, and if offices want to portion mark controls they may do so.

The NFAC representative provided each member of the task force with a copy of PPG's guidance paper for classifying their intelligence publications. PPG also plans to portion mark dissemination controls and codewords and developed further abbreviations of these controls to be used in the portion marking. After some discussion about the use of these abbreviations the task force decided that only the abbreviations provided in DCID 1/7 and the complete codewords should be used if NFAC is to use anything for portion marking.

25X1

Agenda Item 5--Portion marking at beginning - Two offices (OC and NPIC) have expressed problems with portion marking at the end. The OS representative questioned our decision to make it mandatory to mark paragraphs at the end. He feels it should be flexible and we should allow the offices to determine if marking at the beginning or the end is more suitable to their needs. Earlier the task force decided we should have a uniform procedure for the Agency to follow.

Agenda Item 6--Draft DCID 1/7 - The Chairman passed out copies of the draft DCID 1/7 to the task force members. We are not required to make comments; OS is responsible for coordinating it within the Agency.

The OS representative discussed some problems with the wording of the section of HHB  dealing with transmittal memos. As it is, if a transmittal memo is marked Top Secret to protect attachments, the transmittal memo must also be entered into the TSCADS. He feels that section of the handbook should be revised to be more flexible and contain language such as "...will be prominently marked that the attachments are classified."

STAT

STAT

AGENDA

MARKINGS TASK FORCE

13 December 1978 - 13:30 p.m.

25X1

1. What gets transmitted
2. Waivers (Budget, DDO field correspondence)
3. Codeword and Dissemination controls in portion marking?

25X1

4.
5. Portion marking at beginning NPIC/COMMO

STAT

6. Draft DCID #1/7 (HR )

STAT

Approved For Release 2006/04/19 : CIA-RDP86-00674R000300080001-8

Approved For Release 2006/04/19 : CIA-RDP86-00674R000300080001-8

*[Handwritten mark]*

AGENDA

MARKINGS TASK FORCE

13 December 1978 - 13:30 p.m.

25X1

1. What gets transmitted
2. Waivers (Budget, DDO field correspondence)
3. Codeword and Dissemination controls in portion marking?

25X1

4.
5. Portion marking at beginning NPIC/COMMO

STAT

6. Draft DCID #1/7 (HR )